

MINUTES

**Bar Harbor Cruise Ship Task Force
Wednesday September 23, 2009
Council Chambers
Municipal Building
93 Cottage Street**

I. Call to Order by the Chair, Paul Paradis, at 11:00 AM.

Members Present: Chair Paul Paradis; Police Chief Nate Young; Secretary Anne Krieg; Fred Cook; Mary Opdyke; Vice-Chair Chris Fogg; Harbormaster Charlie Phippen; Bob Bahr.

Also present: Lauren Suerth, Planning Intern.

II. Excused Absences

Phippen moved, with a second from Young, to excuse Greg Gordon, Amy Powers, George Seavey and Gregy Veilleux from the meeting. All were in favor of the motion.

III. Minutes

Opdyke moved, with a second from Krieg, to approve the August 20, 2009 minutes as distributed. All were in favor of the motion.

IV. Adoption of agenda

Suerth said that some of the agendas that were distributed said 'Thursday' instead of 'Wednesday' on the third line.

Young moved, with a second from Opdyke, to adopt the agenda as amended. All were in favor of the motion.

V. Staff Reports

A. Report from Paul Paradis on conversation with Bay Ferries representative.

Paradis reported that he has not received a return call from Bay Ferries. He said that he would like someone from the cruise ship industry to try to contact Mark McDonald, and that he plans to ask Amy Powers.

Fogg asked for clarification on the context and intent of the conversation. Krieg said that the purpose of the communication is to see whether Bay Ferries is interested in accepting cruise ship tenders. She said that the Town would like to know what is going on.

Paradis informed the Task Force why they gave him this task.

B. Report from Paul Paradis on Council action on September 1, 2009 recommendations.

Paradis reported that Council has not taken formal action on the Task Force's motion to not recommend water quality testing at the local level.

Fogg said that Jane Disney gave him a proposal for local water quality testing 18 to 24 months ago. He said that he told her to forward all proposals to Paradis. He suggested that all of the task force members look at the proposal.

Fogg asked whether the motion made by the Task Force at their August 20, 2009 meeting precludes them from reviewing future proposals.

Young explained the rationale behind the motion in question.

Paradis said that the motion does not restrict the Task Force from reviewing future water quality testing proposals.

C. Update from Anne Krieg on walking map project

Krieg handed out copies of the walking map brochures.

Fogg said that he expects the brochures to be ready in a couple of weeks at the earliest.

D. Update from Anne Krieg and Chris Fogg on information kiosk and signage

Krieg reported that she has tried to contact a representative from the Land and Water Management Conservation Fund, but has not had any success. She explained that the Town needs their approval to place the kiosk at the desired location.

The Task Force discussed placing the kiosk at the existing location for the remainder of this season. They determined that this was not practical due to the permanent nature of the structure, which was not authorized by Town Council at that location.

Fogg informed the Task Force that before the kiosk can be used it needs to go before the Design Review Board.

Krieg described potential locations for signage. She said that the sign will direct people to information, bathrooms and ground transportation.

VI. Regular Business

A. Continue discussion with Ocean Properties on future plans for West Street and service to Cruise Ship tenders and passengers.

An Ocean Properties representative was not present at the meeting. The Task Force did not discuss this issue.

B. Resident Survey

Krieg reported that the survey sub-committee has not met to discuss this issue. She said that they will schedule a meeting at their earliest convenience.

C. Cruise operations budget planning

Paradis explained the process he used to calculate the “2010 Estimated Cruise Revenues” spreadsheet.

The Task Force discussed the budget request and approval process, and timeline.

Fogg asked about the discrepancy between the budget totals in the “Cruise Operations Annual Budget” and “Cruise Ship Fee Reconciliation: Chart RR” documents. The Task Force discussed the difference and the reasons for it.

Bob Bahr left the meeting at 11:56 AM.

Krieg informed the Task Force that they need to discuss and make recommendations for the Port Development Fee budget. She said that the Port Development Fee budget should reflect issues that the Task Force would like to address, and the issues should be based on the Destination Manifest Plan.

The Task Force discussed each line item in the Port Development Fee budget. The discussion was lead by Paradis.

Bob Bahr came back to the meeting at 12:06 PM.

Krieg, Young and Paradis informed the task force that if any of the money allocated in a line item is not spent at the end of the budget cycle, it stays in the Capital Projects account. They said that Town Council is the only body that can take the money out of the account.

Paradis said that he will draft a budget for the Task Force to review at their next meeting.

VII. Public Comment

Acadia National Park Concessions Specialist, Liz Weston, said that all tour operators are required to have authorization from the Concessions Specialist in order to operate in the Park.

She said that buss operations need to be aware of and follow the parking regulations.

She said that tour operations need to communicate special needs to the Concession specialist.

Mary Opdyke said that she has received multiple complaints on the conditions of the bathrooms near the Harbormaster’s office.

Phippen and Young said that all comments regarding the condition of restroom facilities should go to the Public Works Department.

Mary Opdyke said that she has received multiple complements from visitors about the friendliness of residents, as well as Town and Park employees.

VIII. Items for next agenda

Update from Anne Krieg and Chris Fogg on information kiosk and signage.

Report from sub-committee on the resident survey.

Budget Planning.

Draft Final Report items.

IX. Set next meeting time, date and place

Thursday October 29, 2009 at 9:30 AM.

X. Adjournment

Bahr moved, with a second from Opdyke, to adjourn at 12:43pm (but please double check w/Anne). All were in favor of the motion.

These minutes were prepared by Planning Department Intern, Lauren Suerth, for review at the September 23, 2009 Cruise Ship Study Task Force Meeting.

Anne Krieg
Cruise Ship Study Task Force Secretary

Date